

## Fees and charges 2022/2023

ALL FEES AND CHARGES ARE GST INCLUSIVE UNLESS OTHERWISE STATED

### Corporate service charges

#### Customer enquiries

First 30 minutes of staff costs are free, after that pro-rata \$58/hour

#### Black & White Photocopying

Single Sided - A4	\$0.35
Single Sided - A3	\$0.55
Double Sided - A4	\$0.45
Double Sided - A3	\$0.65
Single Sided - A2	\$2.75
Single Sided - A1	\$3.80
Single Sided - A0	\$5.40
Overheads - A4	\$0.55

#### Colour Photocopying

Single Sided - A4	\$2.75
Single Sided - A3	\$4.30
Double Sided - A4	\$3.80
Double Sided - A3	\$5.40

#### Laminating

A4 - Per Page	\$3.25
A3 - Per Page	\$4.30

#### Binding

Small - less than 100 pages	\$4.10
Large - more than 100 pages	\$6.10

#### Scanning and scanning to email

Large scale format scanning	\$3.10 per scan
Document scanning via photocopy machine	\$1.10 per scan

#### Requests under the Local Government Official Information and Meetings Act (LGOIMA)

First hour of staff costs	Free
First 20 black and white copies	Free
Additional time	\$40 per ½ hour
Black and white copies in excess of 20 pages	\$0.20
Other costs – recovery	Actual cost
Other charges as per fees and charges schedule	

## Financial Services

Rates settlement refund processing fee	\$30.75
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## Marriage services

No longer offered: all enquiries regarding Births, Deaths, or Marriages please free phone 0800 225 252

## Land Information Services

Land online Search—CT or Plan Instrument	\$16
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### Land Information

GIS Map—A4	\$11
GIS Map- A4 with aerial photos	\$16
GIS Map - A3	\$21.80
GIS Map - A3 with aerial photos	\$33
GIS Client Services (per hour)	\$106

## Property Files

Property File	\$30 per file request
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## Westland Library

Referral to Credit Recoveries – Administration fee	\$17.50
DVDs	\$3.00
Book reserve fee	FREE
Replacement cards	\$2.50
Lost / Damaged Items	Replacement Cost
No subscription charges for residents of Westland, Buller, Grey or Selwyn Districts.	
No subscription charge is made for exchange students staying with families in the District for six months or more	
Interlibrary loans (per item)	\$8.00 - \$22
Overseas Interlibrary loans (per item)	At cost
Book Covering	\$5 - \$10
Computer print outs: single side A4	\$0.30
Computer print outs: single side A4 – colour	\$2.60
Photocopying	See corporate services charges

## Room Hire

Available during library opening hours

History Room	\$15 per hour
Digital Learning Centre	\$30 per hour \$60 for 4 hour block \$100 for 8 hour block

## Hokitika Museum

### Admission fee

Westland residents	Free
Adult 16+ (visitors)	\$6.00
Youth (visitors) (1 years - 16 years)	FREE

### Research

Westland Residents - In person enquiry first half hour	\$5.00
Additional hours thereafter	\$30 per half hour
In person enquiry first half hour – non-Westland Residents	\$10.00
Additional hours thereafter	\$30 per half hour
Written research service (per hour)	\$60
Minimum charge	\$30
Special project research	By negotiation
Filming under supervision	\$75/hour
Reproduction/Reprint of collection items	\$30 per ½ hour plus reprint costs
Postage/packing	At cost

### Photographs

Laser copy on card	A5/A4: \$10.00 A3: \$15
Digital image	\$20
Flash drive for supply of digital images	At Cost

### Photocopies

Photocopying- Black and white A4 and A3 Refer to charges as set out in Corporate Services Charges

**Reproduction fees** The following charges are for reproduction of Museum items for the purposes below, and are additional to the above charges

Imagery for reproduction	\$100 per item
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### Venue Hire

Carnegie Gallery Hire (per week)	\$60
Commission on sales	20%
Staff supervision outside normal hours	\$60 per hour

## Sports field charges

### Cass Square (season hire)

Touch Rugby per season	\$177
Softball per season	\$177
Rugby - per season	\$1,000
Cricket per season	\$177
Soccer per season	\$1,000

**Cass Square (casual use)**

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Daily	\$64
Hourly	\$26.75
Wildfoods Festival	\$11,500
Showers and Changing Rooms	\$43
Changing Rooms only	\$21.50
Commercial Operators.	To be negotiated depending on type of usage

**Hokitika Swimming Pool**

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Spectator	Free
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**Single Admission**

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Adult	\$5.00
Senior Citizen (60+)	\$4.00
Child at school	\$3.00
Pre Schooler	\$1.50
Pre Schooler and Parent	\$3.00
Family (2 adults / 2 children)	\$13.00

**Concession Ticket - 10 Swims**

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Adult	\$40
Senior Citizen (60+)	\$32
Child at school	\$24
Pre Schooler	\$12
Pre Schooler and Parent	\$24
Family (2 adults / 2 children)	\$104

**3 month pass**

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Adult	\$85
Senior Citizen (60+)	\$65
Child at school	\$50

**Season Ticket**

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Adult	\$330
Senior Citizen (60+)	\$260
Child at school	\$200

**AquaFit Classes (Includes entry to swimming pool)****Single Class**

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Adult	\$6.50
Senior Citizen (60+)	\$5.50
Child at school	\$4.50

**Concession Ticket – 10 Classes**

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Adult	\$60
Senior Citizen (60+)	\$50
Child at school	\$40

## Cemetery Charges

### Hokitika

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New grave (includes plot, interment and maintenance in perpetuity)	\$1,863
Ashes: plot purchase and interment (includes plot in Ashes Garden area and opening of plot)	\$522
Pre-purchase new Plot	\$1,421
Dig Grave site to extra depth	\$136
Interment on Saturday, Sunday or Public Holiday	\$294
Additional Cost to excavate grave on Saturday, Sunday or Public Holiday	\$382
Reopen a grave site	\$747
Inter Ashes in an existing grave	\$152
New grave in RSA area	\$705
Reopen a grave in the RSA Area	\$705
Inter a child under 12 in Lawn Area	\$1,863
Inter a child under 12 in children's section	\$423
Inter a child under 18 months in the children's section	\$207
Research of cemetery records for family trees per hour (one hour minimum charge)	\$38
Muslim boards	At cost

### Ross and Kumara

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New grave (includes plot, interment and maintenance in perpetuity)	\$1,863
Inter a child under 18 months in a new grave	\$493
Pre-purchase new plot	\$1,421
Bury Ashes (including registration)	\$423
Reopen a grave site	\$747
Research of cemetery records for family trees per hour (one hour minimum charge)	\$38

## Animal Control

### Dog control

#### Standard Registration

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Certified Disability Assistance Dog	NIL
Registration Fee: Hokitika and Kaniere township (urban)	\$74
Registration Fee: Other Areas	\$58.50

#### Responsible Owners

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Inspection fee (first year)	\$50
Registration Fee: all areas	\$50

#### Dangerous dogs

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Registration Fee: all areas	Standard registration fee plus 50%
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## Late Registration

Registration Penalty –from 1 August	50% of applicable registration fee
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## Dog Impounding Fees

First Impounding Offence	\$82
Second Impounding Offence	\$164
Third Impounding Offence	\$245
Second & third impounding will apply if occurring within 12 months of the first impounding date.	
Feeding per day	\$30
Call-out for Dog Reclaiming (after hours)	\$150
Microchipping per dog	\$30

## Investigations

Investigation Fee	\$150 per hour
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## Impounding Act

Stock Control Callout Fees	\$225 per callout
Stock poundage and sustenance Fees	Cattle, horse, deer, mule: \$30/head/day Sheep, goats, pigs, other animals: \$10/head/day

## Environmental Services

### Food Act 2014

Registration fee	\$200 (initial registration) \$150 (renewal of registration)
Verification fee (audit)	\$200 flat rate plus \$150 per hour (\$100 per hour administration time after first 30 minutes)
Compliance and Monitoring fee	\$150 per hour (\$100 per hour administration time)

### Health Act 1956

Hairdressers Registration	\$388
Offensive Trade Registration	\$388
Mortuary Registration	\$388
Camping Ground Registration	\$388
Camping Ground - fewer than 10 sites	\$286
Transfer of Registration	50% of registration fee
Overdue Health Act Licences	50% penalty day after expiry date

## LGA Activities

### Trading in Public Places (hawkers and mobile Shops)

Full Year	\$535
1 October to 31 March only	\$374
50% penalty fee for trading outside of this period	

## Activities under other Legislation

### Amusement Devices

For one device, for the first seven days of proposed operation or part thereof. \$11.50

For each additional device operated by the same owner, for the first seven days or part thereof. \$2.30

For each device, for each further period of seven days or part thereof. \$1.15

### Class 4 Gaming

Class 4 Gambling Venue \$287.50

Licence inspection Fee \$150

## Resource Management

NOTE: All fees and charges below are non-refundable, unless specified as a Fixed Fee, are deposits and minimum fees paid as initial charges on application. Staff time will be calculated at the hourly rates below. Under Section 36 of the Resource Management Act 1991, the costs of staff time and costs incurred processing the consent over the deposit will be invoiced, and where a charge is inadequate to enable the recovery of actual and reasonable costs the Council may require payment of any additional charge.

Printed copy of the District Plan	\$200
Public enquiries (including pre-application meetings) that exceed 30 minutes of staff input	\$160 per hour
Preparation and change to the District Plan (deposit)	\$10,000

### Land Use

Consent for single Rural Dwelling	\$1000
Vegetation Clearance	\$1500
Commercial Activity	\$1500
Land use activities (not listed elsewhere)	\$1200
Limited (where more than one party) or Public Notification of resource consents (in addition to deposit)	\$1000
Hearing	\$5000

### Subdivision

Subdivisions 2-5 lots	\$1200
Subdivision 2 -5 lots with Land Use	\$1500
Subdivisions 6-10 lots	\$2000
Subdivisions 6-10 lots with Land Use	\$3,000
Subdivisions 11+ lots	\$3,500
Subdivisions 11+ lots with Land Use	\$5,000

### General & Certificates

Administration fee for every granted consent	\$200
Variations to Resource Consent	\$800
Certificates and Permitted Subdivision (Compliance, existing use, marginal and temporary, boundary activities): fixed fee	\$600
Extension of time (s125)	\$800
s223 Survey Plan Approval: fixed fee	\$200
s224 Approval fee	\$700 plus staff time if inspection required

s223 and s224 approval combined	\$800 plus staff time if inspection required
Monitoring charges	\$200 per hour
Release of covenants, caveats, encumbrances and other title instruments	\$600 plus applicable legal fee

#### **Designations**

Variations to Designations	\$2000
New Designations, Notices of Requirement and Heritage Orders	\$3000
Approval of outline plan	\$800
Consideration of waiving outline plan	\$800

#### **Personnel time**

Planning staff processing time per hour for resource consent activities	\$200 per hour
Administration staff time per hour	\$180 per hour
Internal engineering services per hour which exceed 15 minutes	\$200 per hour
Independent hearing commissioner	At cost

#### **Compliance**

Issue of abatement notice: fixed fee	\$1000
Return of items seized pursuant to section 328 of the Resource Management Act 1991: fixed fee	\$600

#### **Recreation contribution**

5% of the value of each new allotment or the value of 4,000m<sup>2</sup> of each new allotment, whichever is the lesser. The minimum charge is \$1,000 per new allotment and the maximum charge is \$3,000 per new allotment, both GST-inclusive.

#### **Performance Bonds**

Performance bonds may be put in place from time to time with the amount to be established on a case-by-case basis. Lodgement fee \$600

#### **Relocated buildings**

In addition to Building Consent Fees, and the Building Research Levy, a minimum deposit of up to \$10,000 is required for buildings being relocated.

### **Land information memoranda**

LIMs are issued per valuation number. Where multiple valuation numbers are under one title, individual LIMs will be required. Where there is more than one Certificate of Title, obtaining additional titles will be charged.

Land Information Memoranda – Residential Property	\$350
Land Information Memoranda – Commercial Property	\$550
Urgent residential only - within 48 hours	\$500
Hourly rate for time exceeding standard deposit	\$200
Certificate of Title or Instrument	\$20 each





BCA Accreditation Levy	\$90
Inspection Fee	\$220 each
Code Compliance Certificate	\$196 plus \$200 per hour processing (\$150 per hour for administrative staff)

**Minor Alterations/Renovations (<\$80,000)**

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Project Information Memorandum	\$80 plus \$200 per hour processing (\$150 per hour for administrative staff)
Compliance Check	\$65
Consent & processing	\$196 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$90
Inspection Fee	\$220 each
Code Compliance Certificate	\$196 plus \$200 per hour processing (\$150 per hour for administrative staff)

**Major Alterations/Renovations (>\$80,000 and over)**

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Project Information Memorandum	\$80 plus \$200 per hour processing (\$150 per hour for administrative staff)
Compliance Check	\$65
Consent & Processing –	Category Res 1 \$544 Res 2 \$708 Res 3 \$865 Category Com 1 \$710 Com 2 \$865 Com 3 \$865 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$150
Inspection Fee	\$220 each
Code Compliance Certificate	Category Res 1 \$544 Res 2 \$708 Res 3 \$865 Category Com 1 \$710 Com 2 \$865 Com 3 \$865 plus \$200 per hour processing (\$150 per hour for administrative staff)

**Free-standing Spaceheater**

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Set fee, including one inspection	\$596
Additional Inspection Fees	\$220 each
Additional Processing	\$200 per hour processing (\$150 per hour for administrative staff)

**Drainage & Plumbing - Public System**

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Project Information Memoranda	\$200 per hour processing (\$150 per hour for administrative staff)
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Consent & Processing	\$131 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85
Inspection Fee	\$220 each
Code Compliance Certificate	\$131 plus \$200 per hour processing (\$150 per hour for administrative staff)

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#### Drainage & Plumbing – Stand Alone System

Project Information Memorandum	\$200 per hour processing (\$150 per hour for administrative staff)
Consent & Processing	\$196 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85
Inspection Fee	\$220 each
Code Compliance Certificate	\$196 plus \$200 per hour processing (\$150 per hour for administrative staff)

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#### Application for PIM only

BCA Accreditation Levy	\$90
PIM Fess - Residential	\$80 plus \$200 per hour processing (\$150 per hour for administrative staff)
PIM Fee - Commercial/Industrial	\$133 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91

++Where any building charge is inadequate to enable the recovery of the actual and reasonable costs, a further charge may be payable.

#### Temporary Buildings

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Project Information Memorandum	\$200 per hour processing (\$150 per hour for administrative staff)
Compliance Check	\$65
Consent & Processing	\$109 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$90
Inspection Fee	\$220 each
Code Compliance Certificate	\$109 plus \$200 per hour processing (\$150 per hour for administrative staff)

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#### Marquees Only

Consent & Processing	\$65 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91

	or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$90
Inspection Fee	\$220 each
Code Compliance Certificate	\$65

#### Reports

Monthly building consent reports	\$65
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#### Election Signs

Up to 3 signs	\$328
Up to 6 signs	\$650
For each additional sign in excess of 6. signs	\$22

#### Signs

Project Information Memorandum	\$200 per hour processing (\$150 per hour for administrative staff)
Compliance Check	\$65
Consent	\$131 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91 or 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$90
Inspection Fee	\$220 each
Code Compliance Certificate	\$131 plus \$200 per hour processing (\$150 per hour for administrative staff)

#### Building Research Levy

In addition to the Building Consent Fee, a Building Research Levy based upon \$1.00 per \$1,000 or part thereof of total value is required to be paid.

Consents of lesser value than \$20,000 are exempt from this levy.

#### Building MBIE Levy

In addition to the Building Consent, a Building Industry Levy based upon \$1.75 per \$1,000 or part thereof of total value is required to be paid.

Consents of lesser value than \$20,444 are exempt from this levy.

#### Independent Building Consent Authority (BCA)

Where the services of a Building Certifier are used, the fee will be established on a case by case basis to ensure full cost recovery.

#### Demolition (if not exempt work under Schedule 1 of Building Act 2004)

Consent	\$131 plus \$200 per hour processing (\$150 per hour for administrative staff)
Online processing charge	\$91
BCA Accreditation Levy	\$90
Inspection Fee (where necessary)	\$220 each

#### Receiving and Checking Building Warrant of Fitness

On or before due date	\$160
After due date	\$257

Additional processing time	\$200 per hour
<b>Other Building Charges</b>	
Certificate of Acceptance – Emergency works	\$546 plus \$200 per hour processing (\$150 per hour for administrative staff)
Certificate of Acceptance – all other works except emergency	Double the entire applicable Building Consent Fee for the project – this includes consent, compliance check, all inspections, online processing fee, BCA accreditation levy, CCC
Residential Swimming Pool compliance inspection	First inspection free Re-inspection \$220
Certificate of Public Use	\$273 First Fee \$547 Second Fee \$820 Third Fee plus \$200 per hour processing (\$150 for administrative staff)
Swimming pool barrier consent fee	\$225 plus \$200 per hour processing (\$150 for administrative staff) plus accessory building fees - on line processing charge, accreditation charge, code compliance charge
New Compliance Schedules	\$305
Variation to building consent	\$105 plus \$200 per hour processing (\$150 per hour for administrative staff)
Duplicate Compliance Schedules	\$153
Building consent amendment	\$143 plus \$200 per hour processing (\$150 per hour for administrative staff)
Amendment to Compliance Schedule	\$98 plus \$200 per hour processing (\$150 per hour for administrative staff)
Extension of time for exercise of building consent	\$163
Preparation of Certificates for Lodgement (s 75)	\$850 deposit plus \$200 per hour processing (\$150 per hour for administrative staff)
Extension of time for obtaining CCC	\$163
Preparation of Sec 37 Certificate	\$78
Fee to reinstate a refused CCC (incl 12 month extension)	Category Accessory building or spaceheater \$196 All others consent types \$327
Receiving and reviewing EPB reports	\$200 per hour processing (\$150 per hour for administrative staff)
Insurance Levy	Category Residential, Commercial and accessory buildings – assessed value of work over \$20,000 \$100 Fee Res 1 \$100 Res 2 \$150 Res 3 \$200 Com 1 \$300 Com 2 \$300 Com 3 \$400
Exemptions under Schedules 1 & 2	\$374 plus levies
Notices to Fix	\$273 First Fee \$547 Second Fee \$820 Third Fee plus \$200 per hour processing (\$150 per hour for administrative staff)

Additional Inspections	\$220 each
Online processing charge	\$91 or 0.065% for total value of work over \$125,000.
Building Infringement	Relevant set fee plus \$153 administration charge

### Baches on Unformed Legal Road

Annual Site Fee	\$2458.70
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### District Assets

#### Water Supply Connections

Actual cost recovery relating to the installation of water supply connections.

#### Sewerage & Stormwater Connections

Actual cost recovery relating to the installation of sewerage and stormwater connections.

#### Vehicle Crossings

Actual cost recovery relating to the installation of vehicle crossings.

#### Sewerage Supply

Trade Waste charges are levied separately according to waste volume and utilisation of sewerage system.

Minimum fee of \$2000 per annum

Dumping into sewerage system	\$550
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#### Water Supply Annual Charges

Hokitika / Kaniere Water Supply	Commercial metered supply per cubic metre \$2.10
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The minimum charge for commercial or significant user metered water connections is the same as the commercial water rate.

Council reserves the right to negotiate metered charges with significant users

Treated Supplies—Rural Towns Fox Glacier / Franz Josef / Whataroa / Hari Hari	Commercial metered supply per cubic metre \$2.10
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#### Road Damage – New Build

Road Damage Deposit – Refundable deposit	\$2,250
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#### Temporary Road Closures

Non-refundable application fee	\$107
Additional Information request (from applicant)	\$107 per hour
Public Notification on approval	At cost
Management of temporary road closure	At cost
Call Out / Audit of Traffic Management Plan	\$240 per hour
Not for Profit Organisations	Exempt

## Jackson Bay Wharf Charge (prices exclude GST)

Commercial Fishing Vessels operating from the Wharf for discharge of wet fish and / or crayfish must have a licence to occupy.

### Annual Charge

Vessels over 13.7 metres (45 feet)	\$4,700
Vessels between 9.1 metres and 13.7 metres (30-45 feet)	\$1,750
Vessels up to 9.1 metres (30 feet)	\$1,250
Casual users landing wet fish (per tonne)	\$27.30
Casual users landing crayfish (per tonne)	\$350

### Other Vessels (not discharging) must pay a daily charge (24 hours) as below

Vessels over 13.7 metres (45 feet)	\$295
Vessels between 9.1 metres and 13.7 metres (30-45 feet)	\$235
Vessels up to 9.1 metres (30 feet)	\$120
For information: <a href="mailto:facilities@destinationwestland">facilities@destinationwestland</a> or call Destination Westland Limited (03) 755 8497	
Recreational Boat Ramp use	\$10 per day
Car parking	\$10

## WASTE MANAGEMENT

Any legislative charges under the Waste Management Act will be imposed as a levy if required.

**Note:** Government requires Council to charge a levy of \$10.00 per tonne, or equivalent volume at non weighbridge sites, on all waste disposed of to landfill. This is included in the below fees.

For non-standard loads, the Transfer Station Operators reserve the right:

- To measure the waste and charge the per cubic metre rate or;
- To measure the load and use the Ministry for the Environment Conversion Factors for compacted or dense waste.

## Hokitika Transfer Station

Refuse Site Gate Fees

### General Waste

Per tonne	\$535
60L bag	\$4.80

### Green Waste

Green Waste per tonne	\$51
60L bag Green Waste uncompacted	\$0.55
Accepted Recyclable Items*	Free

\*All glass will be accepted free of charge.

### Other

Cars Prepared (Conditions apply, per item)	\$55
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## Non Weighbridge Sites

### Uncompacted General Waste

Per Cubic Metre small loads < 0.5m <sup>3</sup>	\$73
Per Cubic Metre large loads > 0.5m <sup>3</sup>	\$107
60L bag	\$4.50
120L Wheelie Bin	\$12.50
240L Wheelie Bin	\$25
Small Trailer /Ute (0.68m <sup>3</sup> )*	\$73

Medium Trailer (0.91m <sup>3</sup> )*	\$100
Cage or Large Trailer (2.7m <sup>3</sup> )*	\$292

\*Take to Hokitika site. All glass accepted free of charge

#### Uncompacted Green Waste

Per Cubic Metre	\$10.70
60L bag	\$0.55
Small Trailer /Ute (0.68m <sup>3</sup> )	\$6.40
Medium Trailer (0.91m <sup>3</sup> )	\$10.70

#### All Sites: Other Items

Gas Bottle Disposal	\$12.00
Whiteware (Fridges must be degassed, per item)	\$10.60
Tyres (Based on average weight of 7.5kg, per item)	\$5
Tyres over 7.5kg e.g. truck tyres	\$10

#### Rubbish & recycling receptacles

Replacement and additional recycling bin 240 L (maximum 2x sets of bins per household)	\$106
Replacement and additional rubbish bin 120 L (maximum 2x sets of bins per household)	\$96
Delivery fee per replacement bin	\$25

#### SALE AND SUPPLY OF ALCOHOL

##### On, Off or Club Licence

Applications and renewals for On, Off or Club Licence are assessed using a cost / risk rating system. The cost / risk rating of the premises is the sum of the highest applicable weighting for the type of premises and type of licence, the hours of operation and any enforcement holdings in the last 18 months.

Cost/risk rating	Fees category	Application fee \$ incl GST	Annual fee \$ incl GST
0-2	Very low	\$368	\$161
3-5	Low	\$609.50	\$391
6-15	Medium	\$816.50	\$632.50
16-25	High	\$1,023.50	\$1035
26 plus	Very High	\$1,207.50	\$1437.50

The cost/risk rating used to set the fees above is calculated using the tables below.

##### Latest alcohol sales time allowed for premises

Type of Premises	Latest trading time allowed (during 24 hour period)	Weighting
Premises for which an on-licence or club-licence is held or sought	2.00 am or earlier	0
	Between 2.01 and 3.00 am	3
	Any time after 3.00 am	5
Premises for which an off-licence is held or sought (other than remote sales)	10.00 pm or earlier	0
	Any time after 10.00 pm	3
Remote sales premises	Not applicable	0



Type of premises

Type of Licence	Type of Premises	Weighting
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
	Class 2 restaurant, hotel, function centre	10
	Class 3 restaurant, other premises not otherwise specified	5
	BYO restaurants, theatres, cinemas, winery cellar doors	2
Off-Licence	Supermarket, grocery store, bottle store	15
	Hotel, Tavern	10
	Class 1, 2 or 3 club, remote sale premises, premises not otherwise specified	5
	Winery cellar doors	2
Club-licence	Class 1 club	10
	Class 2 club	5
	Class 3 club	2

Enforcement holdings

Number of enforcement holdings in respect of the premises in the last 18 months	Weighting
None	0
One	10
Two or more	20

Definitions for types of premises

Type	Class	Description
Restaurants	1	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a significant bar area and operates that bar area at least one night a week in the manner of a tavern.
	2	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a separate bar area and does not operate that bar area in the manner of a tavern at any time.
	3	A restaurant that has or applies for an on-licence and, in the opinion of the Territorial Authority, only serves alcohol to the table and does not have a separate bar area.
	BYO	A restaurant for which an on-licence is or will be endorsed under section 37 of the Act.
Clubs	1	A club that has or applies for a club licence and has at least 1,000 members of purchase age and in the opinion of the territorial authority, operates any part of the premises in the nature of a tavern at any time.
	2	A club that has or applies for a club licence and is not a class 1 or class 3 club
	3	A club that has or applies for a club licence and has fewer than 250 members of purchase age and in the opinion of the territorial authority, operates a bar for no more than 40 hours each week.
Remote sales premises		Premises for which an off-licence is or will be endorsed under section 40 of the Act.
Enforcement holding		A holding as defined in section 288 of the Act, or an offence under the Sale of Liquor Act 1989 for which a holding could have been made if the conduct had occurred after 18 December 2013.

## SPECIAL LICENCES

The fee payable for a Special Licence is assessed using a cost / risk rating system depending on the size of the event and the number of events applied for.

**Large event:** Means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people.

**Medium event:** Means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people.

**Small event:** Means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.

Class	Issued in respect of	Application fee \$ incl GST
1	1 large event: More than 3 medium events: More than 12 small events	\$575
2	3 to 12 small events: 1 to 3 medium events	\$207
3	1 – 2 small events	\$63.25